



CONTINUOUS MULTI-DEPARTMENTAL OPEN EXAMINATION FOR CALIFORNIA CORRECTIONAL HEALTH CARE SERVICES AND THE DEPARTMENT OF STATE HOSPITALS



Psychiatric Technician (Safety)

CONTINUOUS FILING INTERNET EXAMINATION

www.dsh.ca.gov

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

EXAMINATION TYPE AND POSITION LOCATIONS

MULTI-DEPARTMENTAL OPEN FOR:

California Correctional Health Care Services (CCHCS)
Department of State Hospitals (DSH)

Positions currently exist statewide with CCHCS.

Positions currently exist with the Department of State Hospitals (DSH) at the following locations:

DSH - Salinas Valley
DSH - Vacaville

DSH - Stockton

To be considered for the DSH locations please complete the attached location preference form on page 5 of this exam bulletin and return it to DSH at the address listed.

HOW TO APPLY AND TEST

The Application and Training and Experience Assessment are available on the Internet. Applicants respond to questions regarding their ability to meet minimum qualifications, provide contact information, and take the Training and Experience Assessment. The application form for Psychiatric Technician (Safety) is contained within the internet process; therefore, a standard state application is not necessary. You may apply and take the Training and Experience Assessment on the internet by connecting to the following on-line instructions:

http://cphcs.hodesiq.com/bl_joblist.asp

If you do not have Internet access, there are public access Internet terminals in over 150 California public libraries. Contact your local library for information as to where the nearest Internet terminal is located and the policies related to usage.

The testing period for this examination is six (6) months. Once you have taken the Training and Experience Assessment examination, you may not retest for six (6) months.

If you have a disability and need special testing arrangements, please contact the California Correctional Health Care Services' Examination Services Section at (916) 691-5894 to make specific arrangements.

SALARY RANGE	<p><u>Salinas Valley, Stockton, and Vacaville</u> Range P: \$4,902 - \$5,272* Range Q: \$5,068 - \$5,450* Range R: \$5,255 - \$5,651*</p> <p>*Salary reflects the increase effective 7/1/2015.</p> <p>The salaries used in the bulletin may not reflect all pay raises or any additional bonuses. You should verify the salary level(s) with the department personnel office before making any commitments.</p>
JOB DESCRIPTION	A Psychiatric Technician (Safety) works under general supervision to provide a basic level of general behavioral and psychiatric nursing care and is expected through attitude, knowledge, and performance to facilitate the rehabilitation of inmates or parolees, and do other related work.
WHO CAN APPLY	Applicants who meet the minimum qualifications as stated below may apply.
MINIMUM QUALIFICATIONS	<p>Possession of a valid license to practice as a Psychiatric Technician issued by the BVNPTE.</p> <p>(Applicants who are within four months of completing the Psychiatric Technician curriculum accredited by the BVNPTE will be admitted to the examination, but they must secure this license before they will be eligible for appointment.)</p>
SPECIAL PERSONAL CHARACTERISTICS	An interest in and willingness to work at correctional facilities in the CCHCS and/or institutions within the DSH, an understanding of the behavior of forensic clients', patients', or inmates' emotional stability, patience, tolerance, alertness, neat personal appearance, and hearing and vision required for successful job performance.
SPECIAL PHYSICAL CHARACTERISTICS	Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering the health and well-being of the incumbent, fellow employees, forensic clients, patients, inmates, or the public.
DRUG TESTING REQUIREMENT	Applicants for positions in this class are required to pass a drug-screening test. Testing of current employees who are applicants in an examination, or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.
EXAMINATION INFORMATION	<p>This examination will consist of a Training and Experience Assessment – Weighted 100%</p> <p>You may apply and take the Training and Evaluation Assessment on the Internet by connecting to the following on-line instructions:</p> <p>http://cphcs.hodesiq.com/bl_joblist.asp</p> <p>The examination will consist solely of a Training and Experience Assessment. To obtain a position on the eligible list, a minimum score of 70% must be received. An applicant will receive his/her score upon completion of the Training and Experience Assessment process.</p>
EXAMINATION SCOPE	<p>Knowledge of:</p> <ol style="list-style-type: none"> 1. Custody procedures and public and property protection policies. 2. Fundamentals of nursing care, general behavioral and psychiatric procedures, forensic client behavior, and mental health principles and techniques involved in the care and treatment of individual or groups of mentally disordered forensic clients, patients or inmates. 3. Current first-aid methods.

**EXAMINATION
SCOPE CONTINUED**

4. Medical terminology.
5. Pharmacology.
6. Cardiopulmonary resuscitation.
7. Management Assaultive Behavior techniques.
8. Hospital procedures.

Ability to:

1. Learn and apply sound judgment for situations including the protection of persons and property.
 2. Apply basic nursing knowledge, skills and attitudes.
 3. Establish effective therapeutic relationships with developmentally, or mentally disordered forensic clients, patients or inmates.
 4. Recognize symptoms requiring medical or psychiatric attention.
 5. Think and act quickly in emergencies.
 6. Work with a treatment team to provide occupational, recreational, vocational and educational therapy programs for forensic clients, patients, or inmates.
 7. Follow directions.
 8. Keep appropriate records.
 9. Develop clear and concise reports of incidents.
 10. Analyze situations accurately and take effective action.
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**ELIGIBLE LIST
INFORMATION**

An open merged multi-departmental eligible list will be established for CCHCS, DSH-Salinas Valley, DSH-Stockton and DSH-Vacaville. The names of successful competitors will be merged onto the eligible list in order of final scores regardless of test date. Eligibility expires 12 months after it is established. Competitors must then retake the Training and Experience Assessment to re-establish eligibility.

**VETERANS'
PREFERENCE**

Veterans' preference will be granted in this examination.

GENERAL INFORMATION

For an examination without a written feature it is the competitor's responsibility to contact the Department of State Hospitals, Selection Services Unit at (916) 651-8832 three weeks after the application deadline date if she/he has not received a progress notice.

If a competitor's notice of oral interview or performance test fails to reach her/him prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

State Applications (STD. 678) are available at the California Department of Human Resources, local offices of the Employment Development Department, the Department of State Hospitals, and accessible on the internet at www.CalHR.ca.gov.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Competitors who pass will be ranked according to their scores.

The Department of State Hospitals reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of competitors and conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Veterans' Preference: Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2) An entrance examination is defined, under the law, as any open competitive examination. And 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the competitor is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Career Credits: In open, nonpromotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the State Applications (STD. 678). (Section 4 of Article VII of the California Constitution is posted at the California Department of Human Resources, 1515 S Street Sacramento, CA 95811.)

DEPARTMENT OF STATE HOSPITALS

Selection Services Unit
1600 9th Street, Room 121
Sacramento, CA 95814

TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

From TDD Phones: 1-800-735-2929

From Voice Phones: 1-800-735-2922

PLEASE COMPLETE FORM AND MAIL TO:

DEPARTMENT OF STATE HOSPITALS
PERSONNEL-SELECTION SERVICES
1600 9TH STREET, ROOM 121
SACRAMENTO, CA 95814

NAME (please print) _____
first mi last

EXAM TITLE PSYCHIATRIC TECHNICIAN (SAFETY)

IDENTIFICATION NUMBER/EASY ID _____

EXAM CODE/RECRUITMENT NUMBER _____

TYPE OF APPOINTMENT YOU WILL ACCEPT

☐ Permanent/Full Time ☐ Other than Permanent/Full Time ☐ Both

LOCATIONS IN WHICH YOU ARE WILLING TO WORK

Please check your choices - you will not be offered a job in locations not checked.

- ☐ (2705) Salinas Valley Psychiatric Program
Soledad, CA
- ☐ (4810) Vacaville Psychiatric Program
Vacaville, CA
- ☐ (3914) CHCF, Stockton, CA.
*If interested in a position at CHCF,
Stockton, please select this location
as part of the online application process.*

